

Project Name | One Water / Integrated Water Management Framework
To / Contact info | BCWD Board of Managers
Cc / Contact info | Karen Kill, District Administrator
From / Contact info | Camilla Correll, PE; Brett Emmons, PE

Date | 7/30/2026

Background

At its April 2026 Board Meeting, the Brown's Creek Watershed District Board of Managers approved the submittal of a grant application to the Minnesota Department of Health Groundwater Protection Initiative Accelerated Implementation Grant Program. The proposed project — developing a One Water/Integrated Water Management Plan in partnership with the cities of Stillwater and Oak Park Heights — is identified in the BCWD's 2027-2036 Watershed Management Plan.

The grant application was subsequently approved by MDH, and the BCWD has been awarded \$50,000 to complete the project by January 2028.

Scope of Services

The work plan submitted with the grant application is attached to this memorandum.

Fee Summary and Schedule

Table 1 summarizes the labor, lab fees, and associated costs for the tasks described in the attached document. Note that this scope of work also includes \$4,160 of in-kind services provided by Karen Kill and Hannah Peterson.

Table 1. Scope of Services for Long Lake Chloride Source Assessment

Task / Deliverables	EOR Estimated Hours	Estimated Cost
Task 1. Project Initiation	0	\$0
Task 2. Project Kick-Off Meeting <i>Shared set of expectations for project, list of who is involved, and timelines</i>	34	\$7,410
Task 3. Establish Technical Advisory Group <i>List of involved parties that have agreed to participate</i>	22	\$4,735
Task 4. Develop Baseline Understanding <i>Systems map (conceptual) of community water systems and relation to surface or groundwaters</i>	48	\$10,070
Task 5. Identify Challenges, Risks, and Opportunities <i>List and conceptual systems map of key factors to consider in One Water implementation</i>	44	\$9,486

Task 6. Explore Integration Opportunities <i>Matrix providing key elements and benefits to be gained, along with responsible entities</i>	50	\$10,896
Task 7. Draft Report <i>Report with findings and recommendations</i>	38	\$7,403
Task 8. Final Report <i>Final report</i>	0	\$0
TOTALS	236	\$50,000

Requested Action

1. Approve this scope of services not to exceed \$50,000 from account 942-0011.

Organizational Capacity

This project is being led by the Brown's Creek Watershed District and its engineering consultants, Emmons & Olivier Resources, Inc. (EOR). The individuals selected for this project are identified in the table below. EOR provides a multidisciplinary team of water resources engineers, civil engineers, and planners who are available to provide additional support, data collection, integration, and application of results to real-world planning and implementation as needed. Bios for individuals working on this project can be found in Appendix A.

Individuals	Roles
Karen Kill, BCWD District Administrator	Grant Administration and Partner Liaison
Hannah Peterson, BCWD Communications and Project Assistant	Communications and Outreach Support
Brett Emmons, PE, EOR	Senior Advisor
Camilla Correll, PE, EOR	Project Manager
Alexander Furneaux, EOR	Systems Analyst and Facilitation
Erik Megow, PE, EOR	Infrastructure Engineer
Julia Lau, EIT, EOR	Technical Support
Sara Voje, EOR	GIS and Systems Mapping

This project includes the following collaborators:

Member Communities: BCWD presented this project to member communities as part of the watershed management plan update. In reviewing this proposed project, which is included in the plan, the City of Stillwater indicated interest in learning more about a One Water / Integrated Water Management approach. Development of a One Water / Integrated Water Management framework is the first step in ensuring that long-term planning efforts reflect a more integrated and sustainable approach to water management and the BCWD hopes to include as many communities as possible in this planning process.

Technical Advisory Group: In addition, the BCWD has discussed this project with Washington County and the Metropolitan Council, both of which has provided a letter of support (see the appendices). BCWD intends to invite relevant state agencies (i.e., MPCA, MDH, etc.) to participate in the Technical Advisory Group.

Project Narrative and Work Plan

Project Goals and Objectives

The goal of this project is to identify opportunities to make the use of surface water and groundwater more sustainable by evaluating the water-related operational systems of the largest member communities in the watershed district. Depending upon how quickly the One Water (Integrated Water Management) framework is developed, it is the BCWD's hope that components of the framework can be incorporated into upcoming Comprehensive Plan updates, ensuring that long-term planning efforts reflect a more integrated and sustainable approach to water management.

For this effort, information and understanding of community water systems will be gathered through meetings with key stakeholders. The focus will be at a high, systems-level perspective, mapping the major water pathways within each community. Detailed quantification of flows and more operational or logistical aspects would be addressed in a subsequent project, once stakeholder engagement is established and the systems are better understood.

Project Outcomes

- Greater awareness of how water utilities can manage water resources sustainably to help protect water quality and conserve drinking water supplies for future generations.
- Better understanding of infrastructure planning drivers, infrastructure condition, operational challenges and capital investment needs.
- Adapting to climate change and improving resilience by redefining planning for water infrastructure replacement and upgrades.

List of state approved plan(s) identifying the need for groundwater protection and restoration

The following plans identify the need for a One Water/ Integrated Water Management framework. The specific policies, goals and/or actions that identify the groundwater protection and restoration aspects related to this proposed project can be found in Appendix B.

- Brown's Creek Watershed Districts 2027-2036 DRAFT Watershed Management Plan.
- Washington County's Groundwater Plan
- Metropolitan Council 2050 Water Policy Plan
- North and East Metro Groundwater Management Area Plan
- 2025 Groundwater Policy Report

Task 1. Project Kick-Off Meeting

Convene a project kickoff meeting with District staff, community representatives, the County, Metropolitan Council and relevant state agencies. The purpose of this meeting will be to introduce the One Water (Integrated Water Management) concept, highlight the benefits of developing an Integrated Water Utility Roadmap, and establish a shared understanding of the process ahead. This initial convening will also focus on building alignment and support among the communities of Stillwater and Oak Park Heights, recognizing that implementation of the framework will be a long-term and voluntary process.

Task 2. Establish a Technical Advisory Group

Establish a technical advisory group composed of Stillwater and Oak Park Heights' public works directors, utility managers, planners, and finance staff. Including all municipal departments in the development of a One Water (Integrated Water Management) framework is essential as water challenges, solutions, and opportunities cut across departmental silos. Each department has a role in water management: from public works which manages pipes, drainage and streets, to planning and zoning which shapes land use change and development patterns, to the utilities that handle the supply and treatment of drinking water and wastewater. One Water approaches also create

additional capacity in various community's systems, providing benefits to better serve a growing community more efficiently and more resiliently. A One Water approach only works if the whole system is considered together. In addition, Washington County (groundwater planning), the Metropolitan Council, and relevant agencies will be included to share technical expertise and lend support and guidance as needed.

Task 3. Develop Baseline Understanding

This task involves the development of a baseline understanding of how water utilities are currently structured and managed. This task will involve coordination with staff (i.e., interviews and/or facilitated workshops) to document existing organizational frameworks, physical infrastructure systems, operational practices, and institutional relationships to support the development of the One Water (Integrated Water Management) framework. Key activities involved in development of the baseline understanding include:

- Introducing the concept of One Water (Integrated Water Management) by sharing integrated water management programs and initiatives from other municipalities.
- Documenting roles and responsibilities across municipal departments.
- Identification of decision-making structure regulatory drivers, and funding responsibilities.
- Compiling and synthesizing available GIS data and system information to map drinking water, wastewater, and stormwater infrastructure, along with key natural systems (i.e., lakes, streams, wetlands, recharge areas).
- Evaluate how water moves through the system (from source to discharge) including points of interaction between drinking water, wastewater, stormwater, natural systems, and groundwater/surface water connections. This activity will identify opportunities for improved integration, reuse, and efficiency.
- Assess current operational practices, level of service goals, asset management approaches, and capital planning processes.
- Review utility rate structures, funding mechanisms, and Capital Improvement Plans (CIPs) to understand financial constraints and opportunities.

At the end of this task, each community will have an integrated system map illustrating infrastructure, flows, and connections as well as a summary of key findings, including gaps, redundancies, and opportunities to support a One Water integration.

Task 4. Identify Challenges, Risks, and Opportunities

Once the integrated system map is developed, we will work with the Technical Advisory Group to identify the challenges, risks and opportunities of taking a One Water approach. Key activities involved in this task include:

- Evaluating infrastructure condition and capital investment needs.
- Identifying climate-related risks such as flooding, drought, or changing precipitation patterns.

- Assessing operational challenges such as aging infrastructure, regulatory pressures, or limited staffing capacity.
- Identifying opportunities where coordinated planning could improve outcomes, such as stormwater reuse, infiltration, or watershed-scale / district-scale projects.

At the end of this task, each community will have a clear understanding of its key challenges, risks, and opportunities within an integrated water management framework, along with identified priorities to inform the development of implementable One Water strategies.

Task 5. Explore Integration Opportunities

The final step in developing a One Water (Integrated Water Management) framework will be to explore and identify integration opportunities. Again, the BCWD will work with the Technical Advisory Committee to identify opportunities for integrated planning and project delivery. Key activities involved in this task include:

- Exploring opportunities for joint infrastructure projects or shared services, both at neighborhood/district scale and city scale.
- Identification of policy or program changes that support cross-departmental coordination.
- Development of the Integrated Water Utility Roadmap that translates findings into a clear, implementable framework for communities.

Task 6. Draft Report

At the end of this project, EOR will draft a final report to be reviewed by the Technical Advisory Group. The final report will document the process undertaken to develop the One Water (Integrated Water Management) framework and present a clear, actionable roadmap for implementation. The report will summarize existing conditions, including governance structures, infrastructure systems, and system interconnections, and synthesize key findings related to challenges, risks, and opportunities identified through discussions with the Technical Advisory Group. Integrated system maps and supporting graphics will be used to illustrate how water moves through the communities and where opportunities for improved coordination and efficiency exist. The report will outline a set of prioritized, implementable strategies aligned with municipal operations, including infrastructure planning, policy updates, and interdepartmental coordination. The report will also identify next steps, potential funding considerations, and metrics to support ongoing evaluation, ensuring the framework serves as a practical, adaptable guide for advancing One Water implementation over time.